

## Per Indiana Code 16-37-1-10 & 11, 11.5C

### Requirements for birth & death certificates

ID required To Get a Certificate:	Who's Eligible to Obtain a Birth Certificate:
<p><b>One form of Primary Documentation</b>  <b>All documents MUST be current and valid</b></p> <ul style="list-style-type: none"> <li>• Government Issued Driver's License, Military I.D., State I.D. card, Valid Passport</li> <li>• Department of Correction I.D. (<b>issued within past 6 months</b>)</li> <li>• School I.D. (<b>must be currently enrolled</b>)</li> <li>• Work I.D. (<b>must be currently employed</b>)</li> <li>• Veterans I.D.</li> <li>• Green Mexico Consular I.D.</li> </ul>	<ul style="list-style-type: none"> <li>• The individual named on record over 18</li> <li>• Parents of individual named on certificate (<b>must be listed on record</b>)</li> <li>• Grandparents (<b>must be parent of a parent on the record &amp; show proof of relationship</b>)</li> <li>• Sibling over 18 of individual named on certificate (<b>must show proof of relationship</b>)</li> <li>• Child or Grandchild over 18 of individual named on certificate (<b>must show proof of relationship</b>)</li> <li>• Current Spouse of individual named on certificate (<b>must show proof of marriage</b>)</li> <li>• Aunt or Uncle of individual named on certificate (<b>must show proof of relationship</b>)</li> <li>• Court Appointed Legal Guardian (<b>must have I.D. and provide guardianship papers with seal</b>)</li> <li>• Attorney representing person named on record (<b>must have I.D. for self with direct interest spelled out on letter head or court documents</b>)</li> <li>• State and Federal Agencies (<b>must have work I.D. with direct interest spelled out on letter head, court documents or signed authorization from client</b>)</li> <li>• Social Agency (<b>must have work I.D. with court documents or signed authorization from client</b>)</li> <li>• Step-parent (<b>must have I.D. with valid marriage certificate or signed authorization from legal parent with identification</b>)</li> </ul>
<p><b>If you do not have a primary documentation, <u>Two forms of Secondary Documentation</u> are required</b></p> <ul style="list-style-type: none"> <li>• Verification of Employment on letter head including date of employment, employee address and managers name and signature</li> <li>• Copy of original signed employment application (<b>must still be employed</b>)</li> <li>• Major Credit Card with signature (<b>not ATM or Bank cards</b>)</li> <li>• Voter Registration with signature</li> <li>• Current Vehicle Registration with signature (<b>no titles</b>)</li> <li>• Previous year's tax return (<b>1040</b>) with signature and social security number</li> <li>• Probation documents or statement from Probation Officer on letterhead, including person's name and date of birth</li> <li>• Signed Mortgage or Home Rental agreements</li> <li>• Indiana only Gun permit with signature</li> <li>• Signed Social Security card</li> <li>• Military Discharge (<b>DD-214</b>)</li> <li>• Indiana only Professional License</li> </ul>	<p><b>Who's Eligible to Obtain a Death Certificate: Must provide I.D. and possible proof of direct interest.</b></p> <ul style="list-style-type: none"> <li>• Parents</li> <li>• Spouse</li> <li>• Adult Children</li> <li>• Grandparents</li> <li>• Siblings</li> <li>• Aunts/Uncles</li> <li>• Niece/Nephew</li> <li>• Direct Descendent</li> <li>• Funeral Home/Director (<b>Must have handle the body</b>)</li> <li>• Other Family Members: Cousins</li> </ul>
<p><b>Amish Only (must provide 2 items)</b></p>	
<ul style="list-style-type: none"> <li>• Non-Photo I.D.</li> <li>• Baptismal Certificate</li> <li>• Marriage Certificate</li> <li>• Social Security Card</li> <li>• School Records</li> </ul>	

**Documentation to verify relationship to individual is needed for birth certificate orders (Per 410 IAC 18-3-1)**

**Acceptable Documentation**

I would like to obtain a copy of:

My own- **Primary Documentation** Only

My child's- **Primary Documentation** Only

My mother/father- **Primary Documentation** along with a copy of your birth certificate

My grandchild's- **Primary Documentation** along w/ Mother or Father's Birth certificate naming Grandparent

My brother/sister- **Primary Documentation** along w/birth certificate naming same parent(s)

My nephew/niece's- **Primary Documentation** along w/ birth certificate of parent and self

My spouse- **Primary Documentation** along w/ valid marriage license or certificate

My grandparent's- **Primary Documentation** along w/ birth certificate of self and parent